



## Lake Norman Charter Board Meeting Minutes

### *Open Meeting Minutes*

July 11, 2013

#### **General Meeting**

Attending: Board: Bill Farber, Mike Manahan, Eddie Bethea, Laurie Fabian, Cynthia Bush, Michael Putnam, Kevin Lambert, Kyle Burkey

Administrative Staff: Shannon Stein - Managing Director, Michelle Harrison – MS Principal, Terri Costa – Interim HS Principal, Harrella Wedington – Director of Business Services, Scott Abel – Director of Facilities, Matt Schlegel – Athletic Director, Tim May – Director of Community Relations

#### **I. Meeting called to order by Bill Farber- (6:06 PM)**

#### **II. Governance**

- A. Discussed plans for future questions to be asked on Board's philosophy on financial investment and risk tolerance.
- B. Participated in Board Wiser training on Navigating the Intersection of Governance and Management-Part #7

#### **III. Approval of Minutes:**

***Motion by Mike, seconded by to approve Cynthia, motion passed***

#### **IV. Support organization update**

- A. PTO
  - i. Filled the treasurer position. It was filled by Lisa Burkey.
  - ii. Working on staff lunch and distribution day
  - iii. Monday there will be a meeting with lunch members about volunteer initiative
- B. Athletic boosters
  - i. Sign contract for fence around the field and building (putting in 30,000)
  - ii. August 10th Fall Clean-up
  - iii. August 17th Moms 101
  - iv. August 24th 2nd Annual Back to School Kick-off

#### **V. Public Comments – no public comments**

## VI. Managing Director's Report

- A. A rising student was selected to go to Grammy Camp (Dominic Spittelari)
- B. Met with Huntersville Police and Drug Dog Department-send out information about security
- C. There will be a day in the fall where an officer will give a presentation to parents & students.
- D. CHC-still in negotiations, heard that is has been passed to senior management for review
- E. Progress on expanding lot on north side of the addition, about 35-45 parking spots
- F. On August 12 from 12:30-2:30 the PTO is hosting a Welcome Back Luncheon and a Staff Trivia Contest. It will be held at Rural Hill. All board members are welcome to attend.
- G. Shannon invited the Board and Support group leaders for a building tour on August 8 at 6:00 pm.
- H. Title II: Submitted our grant. This is a federal grant that we do qualify for. Titled II is deals with improving teacher quality and professional development. We will be using the money to focus on Common Core and technology.
- I. Terri-AP Scores-National Mean Score and National Rate, green is National average and the blue is LNC, which is higher than the green. AP Chemistry has a 100% passing rate. We are considerably higher for each subject area. Three or higher is passing to get credit for college. Chemistry had 28% of kids get a 5 and Human Geography had 38.5% get a 5.
- J. Shannon introduced Tim May, our new Director of Community Relations.
- K. Tim-presentation on focusing on our mission statement, especially the service portion. Tim & Shannon came up with the Serve10 campaign where families are asked to donate 10 hours back to the school. Have two logos designed with incorporating the 10 in the LNCharter logo. We will have recognition circles and promotional things to get people excited for giving back. Want to recognize who give a lot and who are leaders by sending notes and cards. Looking ahead in 2015 by increasing it to 15 hours per family.

Mrs. Bush had a question about measuring success and what the expectations are for next year. Mr. May said about 75% will participate in this next year. Shannon said more like 50% and that would be the goal.

Laurie shared how tracking may be a problem and to not get too caught up in this process of exporting. Laurie is also curious about exactly how many hours one really needs. Shannon said they were never able to streamline this.

With this option of volunteering, the school can offer more opportunities which will help the school expand.

Mrs. Bush asked when this will take place, and it will take place at open house.
- L. Shannon showed a presentation about the new website-still a work in progress. The goal is to have it as seamless as possible by open house. It is not as pretty as the old

- website, but we could not change the homepage. This new one can change. We will be using the website for part of the communication plan. Knights News will keep changing. Broke down the tabs for what is important for students and what is important for parents. No decision has been made on how this will look on the volunteer, PTO, Band Boosters, etc. page for sign-ups. Shannon showed how this will look as a parent. Click on the student's name and it will take the parent to child's schedule. If you go to the combined calendar, a parent will see all of the major assessments for all classes for each student. Mrs. Bush mentioned how our homepage should highlight our achievements-AP scores, school of excellence, etc.
- M. Mike M-asked Shannon about any discussions with the town about changes with carpool. As of now it will be the same as last year. Shannon said the middle school will make sure the upcoming 5th grade is aware of the procedures.

## **VII. Finance Update**

- A. Harrella and Cynthia went to the National Charter conference in DC and it talked about 5 tracks-finance, governance, instruction, IT, or leadership. It was interesting to see how things were different from state to state. Harrella got a lot of good information. Recommendation for teachers to go next year, as well as sending Tim. This was the 13th annual charter conference. Next year it will be Vegas. Mrs. Bush said they met a lot of people from other charter schools and how they are run and funded. They had a good panel discussion about ideas that deal with charter schools.
- B. Projects
- i. 3 Year Cash Flow
  - ii. CAP Calculation-long term plan for fixing high cost items
  - iii. Investment Policy-draft by January

## **VIII. Old Business**

- A. Construction-on track. The rain garden is the only thing that could postpone us. Scott asked the Board about getting a bond (5,000). Ordinance changed to get a sand filter garden which is cheaper-40% less than traditional rain garden. Bill said they will bring up the bond in new business to vote on.
- B. Strategic Planning Committees
- i. Cross cultural – none
  - ii. Partnership – none
  - iii. Communications – none
  - iv. College Counseling – none
  - v. Technology- New iPad Pilot distribution to begin August 1.

## VII. New Business

- A. Diversity-where Lake Norman Charter stands-2010 to now shows our demographics. Looked at our EC students as part of our diversity. 2010-2012 has increased in the area of IEP students. The data shows comparatively how many IEPs we have to the schools around us. Next page, look at the complete graph-local high schools, middle schools compared to Charter. One place admin has concern is the EOG- 91.5% passed and 71% African Americans passed. Is it SES; is it a disability that contributes to this? Measure of Academic Progress test helps to identify what areas certain students are not doing well and what can we do to help students. There is a map that shows where the students are coming from-the zip codes. Most are coming from Huntersville and the Mallard Creek area. We do have some students coming from Statesville and Union county.
- i. Mrs. Bush-how scores on the MAPs can result in the SAT, ACT scores-pay attention to this from an academic standpoint.
  - ii. Michelle offered to do a presentation about MAPs for the Board.
  - iii. Harrella-Closing the learning gap was talked about at the conference.
  - iv. Bill inquired as to why the administration believe that the 5<sup>th</sup> grade was more diverse that the classes above. We are getting a more diverse population applying Shannon stated as the reputation of the school continues to be promoted.
  - v. 2013-2014 Student Handbook- change will be the name of the handbook (Student Handbook vs. Parent Student Handbook), more directed at the students. Going to outline the academic dishonesty, promotion requirements for the high school (are more specific), attendance issues will go to the building principal, potential use of student searches, over the counter medication (email written consent), accountability standards, ISS (taking the student's phone), electronic signature page
  - vi. Board Self-Assessment-use in September
  - vii. Merit about an all parent Board and a mix Board-it could help with fundraising with a mix Board. Talk with Mr. Bovard about serving on the Sugar Creek Board.

***Motion to approve pass student handbook by Mike M. , seconded by Eddie, motion passed unanimously.***

***Motion to move forward for new staffing information by Mike M., seconded by Bethea, motioned unanimously,***

***Motion to approve funding for rain garden by Mike, seconded by Laurie, motioned unanimously.***

***Motion to adjourn by seconded by Mike, motion carried by Laurie and meeting adjourned at 8:44 pm.***

Minutes respectfully submitted by:  
Jim Cuttino (assisted by Danielle Derwich)